



Local Agency Formation Commission
LAFCO of Napa County

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August 4, 2008
Agenda Item No. 5d

July 25, 2008

TO: Local Agency Formation Commission

FROM: Keene Simonds, Executive Officer

SUBJECT: Authorization to Approve Audit Expenditure (Consent: Action)

The Commission will consider authorizing the Executive Officer to enter into an agreement with a public accounting firm for the preparation of an independent audit for the 2007-2008 fiscal year.

It is the practice of the Commission to authorize the Executive Officer to enter into an agreement with a public accounting firm to conduct an independent audit of the agency's financial statements for the prior fiscal year. Bartig, Basler and Ray (BBR) have provided auditing services for the Commission since 2002. BBR has provided the Executive Officer with an engagement letter for signature to prepare an independent audit for the 2006-2007 fiscal year. The cost of the audit will be \$4,500.

The Commission policies delegate the Executive Officer a not-to-exceed purchasing authority of \$3,000 per single transaction. The Executive Officer is seeking authorization from the Commission to sign the attached engagement letter with BBR committing \$4,500 to the preparation of an independent audit for the 2007-2008 fiscal year.

Recommendation

It is recommended the Commission take the following action:

- 1) Authorize the Executive Officer to sign the attached engagement letter with BBR for the preparation of an independent audit for the 2007-2008 fiscal year in the amount of \$4,500.

Respectfully submitted,

Keene Simonds
Executive Officer

Attachment:

~~1) Engagement Letter~~

Jack Gingles, Commissioner
Mayor, City of Calistoga

Juliana Inman, Commissioner
Councilmember, City of Napa

Cindy Coffey, Alternate Commissioner
Councilmember, City of American Canyon

Brad Wagenknecht, Chair
County of Napa Supervisor, 1st District

Bill Dodd, Commissioner
County of Napa Supervisor, 4th District

Mark Luce, Alternate Commissioner
County of Napa Supervisor, 2nd District

Brian J. Kelly, Vice Chair
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Keene Simonds
Executive Officer